

Sanitation Questionnaire

Initials_____

Date_____

AUDIT CHECKLIST FOR SANITATION QUESTIONNAIRE

For each question and request, verify that the information presented by Costa Rica is correct. If correct, check the yes block. If not correct, check the no block. If you checked the no block, please state what you found and any public health concerns. If you need more room, please continue on the back of the checklist and initial and date your entry. If you are not responsible for auditing information of a particular question, write “Not Applicable”. Please sign and date the checklist when you have completed your audit. Please initial and date each page.

A. Program Organization

1. For each of the products under this application, what governmental agencies enforce the relevant laws and regulations relating to the prevention and control of contamination? Include organizational charts for each of these agencies.

___YES ___NO

2. What is the functional relationship among these government agencies and between these agencies and any separate activities at state, provincial, or local levels? For example, if different agencies/authorities apply different laws/regulations at different stages in the movement of product to the consumer, how do these agencies/authorities cooperate and work together to help prevent and control contamination?

___YES ___NO

Initials_____

Date_____

3. What personnel, training, equipment/resources, and other facilities are utilized to enforce and fulfill the responsibilities of the meat and/or poultry inspection system regarding the prevention and control of contamination for each of the products under this application?

___YES ___NO

B. Regulations and Guidelines

1. What regulations, directives, and guidelines control and prevent the contamination of meat or poultry products in the building and construction of official establishments, including:

___YES ___NO

- a. materials and surface finish of walls, ceilings, and floors?

___YES ___NO

Initials_____

Date_____

b. building ventilation systems?

___YES ___NO

c. lighting at product inspection sites (i.e. level of illumination)?

___YES ___NO

d. lighting in rooms/hallways, at equipment, etc. (i.e. level of illumination)?

___YES ___NO

e. separation of toilet soil lines and plant drainage lines?

___YES ___NO

Initials_____

Date_____

- f. room/environmental temperature controls (i.e. such as in further processing rooms and finished product storage areas or rooms)?

___YES ___NO

2. In approving blueprints for official establishments, what regulations, directives, and guidelines address the control and prevention of contamination of meat or poultry products?

___YES ___NO

3. In approving the facilities and equipment of official establishments, what regulations, directives, and guidelines address the control and prevention of contamination of meat or poultry products?

___YES ___NO

Initials_____

Date_____

4. In using construction and maintenance materials that are toxic free and have appropriate surface finishes, what regulations, directives, and guidelines address the control and prevention of contamination of meat or poultry products?

___YES ___NO

5. In securing and maintaining potable water supplies, what regulations, directives, and guidelines address the control and prevention of contamination of meat or poultry products?

___YES ___NO

6. Within your pest control program(s) for insects and rodents, what regulations, directives, and guidelines address the control and prevention of contamination of meat or poultry products?

___YES ___NO

Initials_____

Date_____

7. When handling “ready-to-eat” products, what regulations, directives, and guidelines address the control and prevention of contamination of meat or poultry products? This information should include provisions to separate raw products from cooked products.

___YES ___NO

8. What requirements are there to prevent the contamination/adulteration of foods after processing? For example, are employees handling this product required to wash their hands with soap and hot water before entering the processing room?

___YES ___NO

9. What requirements are there to prevent contamination/adulteration of foods during the processing procedure, e.g., by temperature abuse, before the processing standard has been fully met?

___YES ___NO

Initials_____

Date_____

C. Sanitation Standard Operating Procedures (SSOP)

1. What are the laws, regulations, and official directives that mandate that export establishments take responsibility for sanitation? Describe these requirements in detail.

___YES ___NO

2. What are the laws, regulations, and official directives that mandate that export establishments determine those aspects of establishment sanitation that pose a risk of causing direct product contamination. The government documents, in the form of a written SSOP or the equivalent, must describe and mandate:

___YES ___NO

- a) the process whereby establishments identify areas of risk of direct product contamination.

___YES ___NO

Initials_____

Date_____

- b) the process whereby establishments identify cleaning procedures, including frequency and accountability for cleaning.

___YES ___NO

- c) the process whereby establishments identify corrective actions to be taken.

___YES ___NO

3. What are the laws, regulations, and official directives that mandate that export establishments have an effective enforcement program? The program documents must describe and mandate that:

___YES ___NO

Initials_____

Date_____

- a) establishments take action to prevent product contamination and take corrective actions when insanitary conditions or contaminated products are found.

___YES ___NO

- b) the foreign inspection system takes effective enforcement action, including the suspension and withdrawal of inspection of those establishments that fail to prevent product contamination or take corrective actions.

___YES ___NO

D. Other Procedures

1. In maintaining sanitation during fabrication, further processing, and other operations, what are the procedures for the detection and control of contamination of meat and poultry products?

___YES ___NO

Initials_____

Date_____

2. In product shipped from one official establishment to another, what are the procedures for the detection and control of contamination of meat and poultry products?

___YES ___NO

3. In monitoring and controlling product temperature and condition during the preparation, shipment, or storage of product destined for export to the United States, what are the procedures for the detection and control of contamination of meat and poultry products?

___YES ___NO

4. During maintenance work, product may be exposed to environmental contaminants (such as a paint solvent or styrene monomer floor topping). During maintenance work, what are the procedures for the detection and control of contamination of meat and poultry products?

___YES ___NO

[illegible]

(DATE)